

# DUTY STATEMENT

## DEPARTMENT OF STATE HOSPITALS - ATASCADERO

**JOB CLASSIFICATION: REHABILITATION THERAPIST-  
VARIOUS SPECIALTIES**

### 1. MAJOR TASKS, DUTIES, AND RESPONSIBILITIES

To provide rehabilitative programs and services through appropriate patient assessment, treatment, service planning, therapeutic activities, discharge planning and community reintegration by using the principles and practices of the respected disciplines to develop, maintain, or restore physical, emotional, and social competencies of the patients. The Rehabilitation Therapist will provide recovery focused treatment activities and participate on the treatment teams of patients assigned.

45%

#### **Assessment, Planning and Evaluation**

- A. Gather information on the patient assigned through attendance in shift changes, treatment teams, group observation, patient interview, chart review, and consultations.
- B. **Conduct and prepare written Rehabilitation Therapy Assessments/evaluations** on all patients as assigned. Prepare Rehabilitation Therapy Assessment (RTA) per written instructions on each patient and make recommendations as to the patient's rehabilitation treatment plan as appropriate to meet the life goals of the patient.
- C. **Participate in Treatment Plan meetings to review each patient's progress towards community reintegration.**
- D. Develop Rehabilitation Therapy treatment protocols based on identified care needs of the patient.
- E. Provide information as liaison for other rehabilitative services that include Vocational and POST services and ensure information is included into the patient's treatment plan as appropriate.
- F. **Provide written documentation on patients' progress pertaining to their rehabilitation therapy program** in their Medical Record. Provide timely and accurate assessment/progress notes on patients upon transfer, 90 days or weekly notes, and as required per policy with regard to the patients' rehabilitation therapy treatment plan.
- G. Participate in the development of curriculum and lesson plans for the PSR mall treatment groups.

40%

#### **Direct Services**

- A. **Organize, plan and conduct rehabilitation therapy/leisure skill groups** to include a minimum of 5 hours (Acute) 10 hours (ICF) of Recovery focused treatment activities. Groups will follow wellness and

recovery principles, recognizing and integrating the patient's strengths, interests and therapeutic goals.

- B. Participate in Ward Government and Therapeutic Community to provide information and promote a therapeutic milieu as appropriate
- C. Provide individual or group orientation for all new patients regarding rehabilitation groups and leisure activities. Provide and maintain a monthly activity calendar of all supplemental rehabilitation therapy programs offered on the unit board. Help to inform patients' of other special events and activities available to them in the hospital (i.e. monthly birthday parties, concerts, tournaments, etc.)
- D. Promote and implement or coordinate events (i.e. holiday recognition, special events) which may enhance the patients' quality of life while hospitalized. In addition, coordinate unit party fund expenditures. Meet regularly with patient activity coordinator to help plan unit parties and leisure activities.
- E. Assist in the maintenance of a safe and secure environment through response to physical assaults, escape attempts or other major patient disturbance, and assist in the management of the conduct of the patients.

5 %

### **Program Evaluation and Development**

- A. Participate in program development meetings, program rehab meetings, shift changes, and other program staff meetings as assigned.
- B. Participate in clinical meetings when called upon by psychiatrists, social workers, psychologists, rehabilitation therapists and nursing staff to review clinical matters such as questions about individual and family treatment cases, larger unit treatment issues, and other clinical issues of interest to the group.
- C. Be available to the Program management for Rehabilitation Therapy consultation regarding the patients; provide input on assessment of the patient population, treatment needs, treatment resources, and staff development needs.

5%

### **Professional, Resource and Training Functions**

- A. Participate in professional development activities by: completing all hospital core training as scheduled, attending colloquia, special workshop, seminars, conferences, Service off-sites, continuing education, individual study or other avenues of professional development. Attend and participate in at least seventy five percent of all monthly RT Service meetings.
- B. Provide in-service education to other staff once quarterly and document the same according to established procedures.
- C. Participate in a minimum of one Service committee.

5%

**Other Duties**

- A. Submit budget recommendations and carry out approved budget expenditures for supplies and equipment. Complete quarterly equipment reviews to maintain safety and update necessary equipment.
- B. Provide mentorship to new employed Rehabilitation Therapist as appropriate.

**2. SUPERVISION RECEIVED**

Administrative supervision - Program Assistant

Clinical supervision - Supervising Rehabilitation Therapist in collaboration with the Program Director, Chief of Rehabilitation Therapy Services

**3. SUPERVISION EXERCISED**

May assist in training and supervision of interns.

May assist in the orientation and proctoring of new staff.

**4. KNOWLEDGE AND ABILITIES**

**KNOWLEDGE OF:**

(With particular reference to their therapeutic specialty) the principles, procedures, techniques, trends, and literature of rehabilitation services, especially those relating to developmental, mental or physical disordered offenders; the process of restoration, maintenance and development of capabilities; principles of mental health education; scope and activities of private and public health and welfare agencies; characteristics of mental, emotional, physical, and developmental disorders; current trends in mental health, public health, and public welfare; Federal and State programs in these fields.

**ABILITY TO:**

Utilize and effectively apply required technical knowledge; establish and maintain the confidence and cooperation of persons contacted in the work; secure accurate clinical data and record such data systematically; compose clear, accurate and concise reports; interpret statistical data; analyze situations accurately and take effective action; communicate effectively.

**5. REQUIRED COMPETENCIES**

**INFECTION CONTROL**

Applies knowledge of correct methods for controlling the spread of pathogens appropriate to job class and assignment.

**SAFETY**

Actively supports a safe and hazard free workplace through practice of personal safety and vigilance in the identification of safe or security hazards.

**AGE SPECIFIC**

Provides services commensurate with age of patients / clients being served. Demonstrates knowledge of growth and development of the following age categories:

☐ Pediatric      ☐ Adolescent      ☒ Adult      ☒ Geriatric

**TSI / RESTRAINT/SECLUSION**

Applies and demonstrates knowledge of TSI to create an environment that includes the principles of recovery – oriented systems of care such as person-centered care, choice, respect, dignity.

**CULTURAL AWARENESS**

Demonstrates awareness to multicultural issues in the workplace, which enable the employee to work effectively.

**THERAPEUTIC RELATIONSHIPS/RELATIONSHIP SECURITY**

Demonstrates the ability to maintain professional therapeutic relationships with patients, to assist them with problem solving, and to teach/model principles of the norm of non-violence.

**PRIVACY AND SECURITY OF PROTECTED HEALTH INFORMATION**

Maintains and safeguards the privacy and security of patients' protected health information (PHI) and other individually identifiable health information (IIHI) whether it is in paper, electronic, or verbal form in compliance with HIPAA and all other applicable privacy laws.

**SITE SPECIFIC COMPETENCIES**

Demonstrate knowledge of the laws governing series of the Penal Codes that address the commitments served.

**TECHNICAL PROFICIENCY (SITE SPECIFIC)**

Familiar with the areas of functional assessment.

**6. LICENSE OR CERTIFICATION**

It is the employee's responsibility to maintain a license, credential, or required registration pertinent to their classification on a current basis as appropriate. Any failure to do so may result in termination from Civil Service. Employees in this classification must:

**ALL SPECIALTIES:**

- Completion of an approved internship in the appropriate rehabilitation specialty in an approved hospital or rehabilitation center affiliated with the college.

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### **RECREATION:**

- Possess the equivalent to graduation from a recognized college with major work in therapeutic recreation, or in recreation with an emphasis in therapeutic recreation, and certification as a registered therapeutic recreator with specialization in therapeutic recreation by the California Board of Park and Recreation Certification, or the National Council for Therapeutic Recreation Certification, or eligibility to sit for the exam for certification as verified by the certification board.

### **MUSIC:**

- Possess the equivalent to graduation from a recognized college with major work in music therapy, or registration with the American Music Therapy Association, or eligibility for such registration.

### **ART:**

- Possession of a master's Degree in Art therapy or in Art with emphasis in Art Therapy, or registration with the American Art Therapy Association, or eligibility for such registration.

### **DANCE:**

- Possession of a Master's Degree in Dance Therapy, or registration with the American Dance Therapy Association, or eligibility for such registration.

## **7. TRAINING - Training Category = 2**

The employee is required to keep current with the completion of all required training.

## **8. WORKING CONDITIONS**

The employee is required to work any shift and schedule in a variety of settings throughout the hospital and may be required to work overtime and float to other work locations as determined by the operational needs of the hospital. All employees are required to have an annual health review and repeat health reviews whenever necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential job duties.

_____ Employee Signature	_____ Print Name	_____ Date
_____ Program Director	_____ Print Name	_____ Date
_____ Supervising Rehabilitation Therapist	_____ Print Name	_____ Date
_____ P.D. Rehabilitation Therapy Service	_____ Print Name	_____ Date